

COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS
2018 JUL 16 PM 4:48

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Name of Traveler: Jacqueline Cottrell
Employing Office/Committee: Sen. Pat Roberts
Travel Expenses Paid by (List all sources): German Marshall Fund & Software.org
Travel Date(s): July 1 - July 4, 2018
Description/Title of Attached Forms: Private Sponsor Travel Certification form

Purpose of Amendment (describe the reason for amending original submission):

updated information

7/16/18
(Date)

Jacqueline Cottrell
(Signature of Traveler)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): German Marshall Fund of the United States (GMF);
Software Education Foundation d/b/a "Software.org: the BSA Foundation" (Software.org)
2. Description of the trip: Transatlantic Technology Congressional Delegation (TTCD) brings Congressional
staff together with stakeholders who are engaged in the growing transatlantic digital space.
3. Dates of travel: July 1 to July 6, 2018
4. Place of travel: Brussels, Belgium and Munich, Germany
5. Name and title of Senate invitees: Please see Addendum 1
6. I *certify* that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

- OR -

☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

- AND -

☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.

- AND -

☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

- OR -

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

GMF and Software.org are jointly responsible for all aspects of TTCD and conducting this study tour,

including the recruitment of participants and the planning of the study tour and the programmatic agenda.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

Please see Addendum 2

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

Please see Addendum 2

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

GMF publishes policy briefs on a range of issues, convenes conferences that bring together leaders from a range of backgrounds, and provides experts to brief Congress. Software.org conducts research and publishes on varying technology issues and conducts projects on digital workforce development.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$2598 Includes economy airfare and economy ground transportation in Brussels and Munich (see Question 22)	\$850 Brussels: \$362 Munich: \$488	\$486 Brussels: \$284 Munich: \$202	\$146 City tour of Munich: \$11 (see Question 24) IBM Watson IoT Technology Hub Tour: \$135 (see Addendum 2)

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

b) specifically with regard to Congressional participation

18. Reason for selecting the location of the event or trip

Brussels is seat of the European Parliament, Commission, and Council and provides insight to the EU's digital policies. Munich's role as a major technology hub will provide industry views of digital trends.

19. Name and location of hotel or other lodging facility:

Steigenberger Hotel: Avenue Louise 71, 1050 Brussels, Belgium

Excelsior Hotel: Schützenstrasse 11, 80335 Munich, Germany

20. Reason(s) for selecting hotel or other lodging facility:

The Steigenberger and Excelsior are centrally located and proximate to meeting sites.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging cost in Brussels does not exceed per diem rate for federal travel. Cost for meals in Brussels does not exceed per diem rate for federal travel. Lodging cost in Munich does not exceed per diem rate for federal travel. Cost for meals in Munich does not exceed per diem rate for federal travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Economy airfare will be provided for the flights from Washington to Brussels, Brussels to Munich, and Munich to Washington. Economy ground transportation will be provided in Brussels and Munich.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

All participants will be taking a guided city tour of Munich. This tour will highlight Munich's unique history and how this has affected its emergence as a hub for technological innovation in Germany.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: Karen P. Donfried

Name and Title: Karen Donfried, President

Name of Organization: German Marshall Fund

Address: 1744 R St NW, Washington, DC 20009

Telephone Number: 202-683-2650

Fax Number: 202-265-1662

E-mail Address: kdonfried@gmfus.org

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

SIGNATURE PAGE FOR ADDITIONAL SPONSOR

(to be completed by each additional sponsor)

I hereby *certify* that the information contained on pages 1-4 of the certification form and any accompanying addenda, all submitted in connection with the July 1-6, 2018 trip
to Brussels, Belgium and Munich, Germany *Dates of Travel (Month Day, Year)*
Place of Travel is true, complete, and correct.

Signature of Travel Sponsor: _____

Name and Title: Chris Hopfensperger, Executive Director

Name of Organization: Software.org

Address: 20 F St NW, Suite 800 Washington, DC 20001

Telephone Number: 202-872-5500

Fax Number: 202-872-5501

E-mail Address: chris@software.org

Transatlantic Technology Congressional Delegation 2018

Addendum 1

Senate Staff:

Jacqueline Dailey Cottrell, Chief of Staff, Sen. Pat Roberts (R-KS)

Susan Hawkes Wheeler, Washington Chief of Staff, Sen. Mike Crapo (R-ID)

Chandler Christie Morse, Chief of Staff, Sen. Jeff Flake (R-AZ)

Corey Tellez, Legislative Director, Sen. Dick Durbin (D-IL)

House Staff:

Bradley Neal Howard, Chief of Staff, Rep. Stephanie Murphy (D-FL)

LaDavia Sheniece Drane, Chief of Staff, Rep. Yvette Clarke (D-NY)

Arthur Dennis Sidney, Chief of Staff, Rep. Hank Johnson (D-GA)

Matthew David Bisenius, Chief of Staff, Rep. Jim Sensenbrenner (R-WI)

Tasia Jackson, Chief of Staff, Rep. Hakeem Jeffries (D-NY)

Virgil Anthony Miller, Chief of Staff, Rep. Cedric Richmond (D-LA)

Dustin Carmack, Chief of Staff, Rep. John Ratcliffe (R-TX)

[illegible]

Transatlantic Technology Congressional Delegation 2018

Addendum 2

Question 13. Software.org: the BSA Foundation is a 501(c)(3) nonprofit organization that was established with the mission of educating policymakers and the wider public about the evolving role of software in our lives, societies, economies. As part of this mission, Software.org provides educational information to Members of Congress and Congressional staff regarding the impact policy has on software innovation and development.

GMF seeks to promote cooperation between the United States and Europe on transatlantic global issues. Through parliamentary exchanges at the Member and staff levels, GMF serves as a platform for engagement between policymakers on areas of mutual concern.

GMF and Software.org are co-sponsoring TTCD to educate Congressional staff about the key digital policy issues facing the transatlantic community and identify the areas where better coordination is needed.

Question 14. GMF has organized and sponsored over 40 Congressional study tours at both the Member and staff level on topics such as foreign policy, trade, energy, and security over the last 15 years in several countries including Germany, Belgium, Morocco, and India. Over the last two years, Software.org has organized and sponsored four Congressional study tours at both the Member and staff level on digital and technology issues. GMF and Software.org co-sponsored one previous Congressional delegation in 2017 for Members of Congress.

Question 16. All participants will be participating in a hands-on technology experience at IBM's Watson IoT Technology Hub in Munich. This technology demonstration is open to the public and showcases the variety of applications and roles for IBM's Watson machine learning system throughout industry, society, and the broader digital world. Participants will visit client experience zones and state-of-the-art industry "collaboratories" where they will interact with representatives from IBM and other organizations with which IBM partners. During this time, participants will be able to directly experiment with the technology being used to solve real-world problems in areas like logistics and law enforcement while also engaging with the practitioners who use them on a daily basis.